

~~SECURITY INFORMATION~~

Deputy Director of Training

28 October 1953

~~CONFIDENTIAL~~

Chief, Basic Training Division

Weekly Activity Report # 43  
20 - 27 October 1953

**I. NEW ACTIVITIES**

a. A new case history (Charter) dealing with clandestine communication facilities in the Far East has been acquired and is currently in the process of review and adaptation for use in Phase II.

b. The first draft of an outline for the coverage of "Administration of Funds" as prepared [redacted] has been submitted to the undersigned. Basically, the coverage suggested can be considered as quite acceptable. Most of it is in line with what the writer felt should be presented in the Administrative Support Course, Phase III, and partially in the refresher course. The draft is being finalized and will be in our hands by the first of next week. It will then be possible to work out the coordination of subject matter with what is now being given in the Administrative Support Course and the current Phase III, and what should ultimately be presented in these two courses so that the detail of this material can be prepared.

**I. OLD ACTIVITIES**

a. The new concept of the use of the [redacted] Case D cases was tried out last week and in general was pretty well received. It is apparent, however, that some of the aspects of Case D need further elucidation with the instructors. This will be undertaken next week.

b. Preliminary agreement was reached in the draft of the new evaluation form to be used in Phase II as the result of the second in a series of "workshop meetings" begun last week under the direction of [redacted]

**II. PERSONNEL CHANGES**

[redacted] who has been working with the Plans and Program staff since 30 March, is now working on case histories for the Basic Training Division. [redacted] recently attended the CPO Course which ended 23 October.

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